



**STATE OF CONNECTICUT  
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION  
EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION**

**2013 EEO/AFFIRMATIVE ACTION  
POLICY STATEMENT**

The Department of Emergency Services and Public Protection ("DESPP") will ensure that no person is discriminated against or denied the benefits of any activity, program or employment process receiving public funds, in whole or in part on the basis of the factors mentioned below.

**What is Equal Employment Opportunity?**

"Equal Employment Opportunity" means employment of individuals without consideration of:

Age	Genetic Information
Ancestry/Alienage	Gender Identity or Expression
Color	Harassment (including Pregnancy and Sexual Harassment)
Criminal Record (except for state licensing and/or employment)	Marital Status
Disability (includes Physical Disability, Learning Disability and/or Intellectual Disability, formerly Mental Retardation)	National Origin
Gender/Sex	Previously Opposed Discrimination (Retaliation)
	Race
	Religious Creed
	Sexual Orientation

Unless the provisions of §46a-60(b), §46a-80(b) and §46a-81(b) of the Connecticut General Statute are controlling or if there is a bona fide occupational qualification excluding persons in one of the above protected groups.

Connecticut law prohibits discrimination which affects the employment terms and conditions including, but not limited to:

Recruitment	Benefits
Hiring	Leave
Testing	Training Opportunities
Promotion	Performance Evaluations
Assignments	Demotion
Transfer	Discharge
Salary	Working Conditions

It is the policy of the Department of Emergency Services and Public Protection to implement the principles of Equal Employment Opportunity ("EEO") and Affirmative Action ("AA") by providing employment and advancement opportunities solely on the basis of job-related skills, ability and potential.



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**Purpose and Need**

Equal Employment Opportunity is the purpose and goal of Affirmative Action under the provisions of §46a-68-31 through §46a-68-74 of the Affirmative Action Regulations of Connecticut State Agencies. The basis of this policy statement for equal employment opportunity is not only because it is the law, but also because it is an essential part of the philosophy of this Department.

**What is Affirmative Action?**

"Affirmative Action" means positive action, undertaken with conviction and effort, to overcome the present effects of past practices, policies or barriers to equal employment opportunity and to achieve the full and fair participation of women, Blacks and Hispanics and any other protected group found to be underutilized in the work force or affected by policies or practices having an adverse impact. It is to achieve the full and fair participation of any protected group found to be underutilized in the workforce or affected by policies or practices having an adverse impact. The *purpose* of affirmative action is to secure the full and fair utilization of protected groups in the workforce, and the need for such action is measured by any lack of such utilization. The Department recognizes the need to remedy the hiring difficulties experienced by the physically disabled and by many older persons. To this end, program goals for past discrimination, if any, have been established and are described in the Program Goals §46a-68-44 of the Affirmative Action Plan.

The current list of all federal and state constitutional provisions, laws, regulations, guidelines and executive orders that prohibit or outlaw discrimination as provided by the State of Connecticut Commission on Human Rights and Opportunities ("CHRO") is included in the plan. Those documents identify women, minorities, disabled persons, elderly persons and all other protected groups.

**Steps of the Employment Process with Affirmative Action**

The role of affirmative action in the advertising/recruiting step is to create the largest pool of qualified applicants by expending sufficient resources and exercising creativity to reach likely sources of applicants from protected groups. The role of affirmative action in the testing step is to work with state personnel to insure that all testing procedures are free of adverse impact. The role of affirmative action in the remainder of the process including promotion, transfer, discipline, compensation, benefits, and layoffs, is to secure the full and fair utilization of protected groups.





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Affirmative action and equal employment opportunity *are at all times immediate and necessary agency objectives*. The Department of Emergency Services and Public Protection ("DESPP") pledges to affirmatively provide services and programs in a fair and impartial manner. It is the goal of the Department is to ultimately achieve full utilization of minorities, women, the elderly, the physically disabled and other protected classes within the Department's workforce.

I, Reuben F. Bradford, direct all personnel to adhere to this policy statement and to familiarize themselves with the Department of Emergency Services and Public Protection's Affirmative Action Plan. In order to satisfy these lawful obligations, DESPP maintains an Equal Employment Opportunity/Affirmative Action Office.

If you have any questions and/or concerns about any employment matters, wish to file an EEO Complaint of Discrimination form, or obtain more information about this policy statement and/or any other EEO related matters, such as the EEO Discrimination Complaint Procedures, please forward all inquiries by regular mail, electronic mail, and/or telephone contact to:

Jewel White, EEO Specialist 1  
Equal Employment Opportunity ("EEO")/Affirmative Action ("AA") Office  
State of Connecticut Department of Emergency Services and Public Protection  
1111 Country Club Road  
Middletown, Connecticut 06457  
(860) 685-8010  
[jewel.white@ct.gov](mailto:jewel.white@ct.gov)

As the Commissioner and Appointing Authority of the Department of Emergency Services and Public Protection, I am committed to achieving the goals within the timetables set forth in the Affirmative Action Plan.

1-11-13

Date

Reuben F. Bradford  
Reuben F. Bradford  
Commissioner